



# MCCPS Board of Trustees

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday July 27, 2021 at 7:00 PM

#### Location

MCCPS

17 Lime St

Marblehead, MA 01945

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#### Trustees Present

Artie Sullivan, Ian Hunt, James Rogers, Jessica Gelb, Jessica Xiarhos, NDack Toure (remote), Peter Cheney, Peter Cohen, Richard Doron, Rodolphe Herve, William Rockwell (remote)

#### Trustees Absent

Paul Baker

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

Artie Sullivan called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday Jul 27, 2021 at 7:04 PM.

##### C. Approve Minutes

Peter Cheney made a motion to approve the minutes from Monthly Board Meeting on 06-29-21.

Ian Hunt seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Richard Doron	Aye
James Rogers	Aye
Jessica Gelb	Aye
Artie Sullivan	Aye
Peter Cohen	Aye
Rodolphe Herve	Aye
Jessica Xiarhos	Abstain
NDack Toure	Aye
William Rockwell	Abstain
Peter Cheney	Aye
Paul Baker	Absent
Ian Hunt	Aye

**II. Board Annual Items**

**A. Upcoming Meeting Agenda Items**

**B. Board Goals for SY 2021-2022**

**A discussion was held about some of the things we can do for the Board to be more visible to the Community/Staff:**

- Video from the Board members / staff on the school's website
- Meet & Greet at the start of every term
- Breakfast/lunch for staff
- Joint PTO events
- Passing around MCCPS car magnet
- Board members attending Exhibition-
- Email recapping the most interesting/relevant points from Board meetings (maybe leveraging the email Jessica/James send to the Faculty)
- Attending PTO's 4th grade breakfast and picnic/cookout

**Development:**

- Research grant opportunities for parents' and Board members' employers
- Track % of underprivileged of MCCPs students to target donors that may be put off by Marblehead location
- Invite prospects to School events (cultivation)

**Academic Excellence:**

A discussion was held around the following themes:

- How do I know that my child is being taught at the appropriate (better?) level compared?
- How can we track that no child is left behind and conversely that children are pushed to excel beyond what is required?

**Going forward, the Board will focus on these 3 priorities for the 2021-2022 school year.** A more complete set of proposals will be written for the next meeting

### III. HOS Report

#### A. Monthly Report

**Covid-19:** Mask information / CDC guidelines are changing day to day. We will monitor what it means for MCCPS and follow all guidance.

Vaccination age is still 12, which means 60% of the students will not be eligible by school start.

**Staffing:** High turnover this year across most charter schools in the region. Resumes of recently hired candidates were passed down:

- New 4th grade Humanity teacher (Jenna DelMastro)
- New 5th grade Math teacher (Mary Buckley)
- Learning Specialist (Brooke Williams)
- 6th grade learning specialist (Melanie DeCeglia)
- PE teacher (Tyler Helleher)
- 6th grade inclusion teacher (Gianni Lara)
- 8th grade learning specialist (Jenny Prag)
- School psychologist (Melissa DeLeo) - new position put in house this year
- Sarah Biltcliffe
- English Learner Coordinator (Acadia Mezzofanti). Also fluent in French and Spanish so will be able to be substitute teacher in either language
- Special Needs (Susan Irizarry)
- Officer Manager (Emily Miner)

MCCPS is still looking for 4th grade and 8th grade inclusion teachers, 7th grade Humanities teacher, second-shift Facilities person, with good pipeline of candidates

In all, a third of the staff will be new this year.

**HR:** MCCPS contracted with HR Knowledge for an assessment of current policies, procedures, job descriptions, HR systems etc. Report was given to Jeff Barry and Peter Cohen, and will be discussed in the coming weeks (due to holiday conflicts before that).

**Enrollment:** still projected to be at 230. Some attrition but we currently still have wait list in all school levels.

**Calendar:** Juneteenth became a Federal holiday. This next school year, Juneteenth would have been the Monday of the last exhibition.

With the desire to stay true to our charter/bylaws (*slightly longer school year than district*) but still fairly closely map to local calendar for parents that have kids in other schools, **the proposal is to finish the 2021-2022 school year before Juneteenth** (which puts total number of days in the 182-183 range Vs. 185 previously).

**Facilities:** Fence has gone up above retaining wall at back of school. Decluttering progress has been made behind the school. On Monday, Flannery will come to give an estimate of what it will take to haul down the remainder. Deadline for removal is July 31. Classrooms have been painted, nurses office floor was redone  
Holdup securing permits currently for some planned work due to transitions in Marblehead Inspection department  
Plumbing project: need to do a camera assessment of the connection of pump system to sewer line. (5th/6th bathroom)  
HVAC unit needs replacing, targeting August

Peter Cheney made a motion to approve the updated calendar for the 2021-2022 school year.

Richard Doron seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Artie Sullivan	Aye
NDack Toure	Aye
Richard Doron	Aye
Paul Baker	Absent
Peter Cheney	Aye
Jessica Gelb	Aye
Jessica Xiarhos	Aye
Peter Cohen	Aye
Ian Hunt	Aye
Rodolphe Herve	Aye
James Rogers	Aye
William Rockwell	Abstain

**IV. Other Business**

**A. Discussion on Board Goals for SY21-22**

**B.**

## Approval of Annual Report, SY20-21

Peter Cheney made a motion to approve the annual report of School year 2020-2021.

James Rogers seconded the motion.

The board **VOTED** to approve the motion.

### Roll Call

Paul Baker	Absent
Ian Hunt	Aye
Rodolphe Herve	Aye
Peter Cohen	Aye
Richard Doron	Aye
Jessica Gelb	Aye
William Rockwell	Abstain
Jessica Xiarhos	Aye
Peter Cheney	Aye
NDack Toure	Aye
James Rogers	Aye
Artie Sullivan	Aye

## V. Committee Updates

### A. Governance Committee

Committee chairs need to make sure that there's a video link in all committee invites so that people can dial in.

There are 2 upcoming candidates for the Board: Nick Santoro, John DiPiano

### B. Finance Committee

As we closed the 2020-2021 school year, DESE made a few adjustments to our monthly check:

- Adjusted our enrollment number to 211 and made corresponding adjustments to past receipts
- Refunded the combined \$50K that was erroneously missing from the last April and May checks

With these 2 developments, Jeff Barry estimates our June check should have been for ~ \$282K, reflecting a full-year net surplus funds of \$68K.

However, in June MCCPS received \$507K from DESE. Jeff subsequently requested the state for a breakdown/confirmation of the amount.

In the meantime, the Finance Committee would like to suggest a motion be considered by the Board:

1. Move \$224,758.67 (difference with expected June proceeds) to the Board-approved account, until confirmation that receipts are accurate

Ian Hunt made a motion to move \$224,758.67 to the Board-restricted account until verification from DESE.

Peter Cheney seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Peter Cohen	Aye
Paul Baker	Absent
Jessica Xiarhos	Aye
Artie Sullivan	Aye
Richard Doron	Aye
NDack Toure	Aye
William Rockwell	Abstain
Rodolphe Herve	Aye
Ian Hunt	Aye
James Rogers	Aye
Jessica Gelb	Aye
Peter Cheney	Aye

**C. Personnel Committee**

**D. Academic Excellence**

**E. Development & Communications**

**F. Strategic Plan Committee**

**G. Facilities Task Force**

**VI. Board Member Comments and Resolutions**

**A. Board Member Comments and Resolutions**

Fincom meeting to be moved to Aug 25

Board meeting Aug 31

**VII. Closing Items**

**A. Recap Action Items**

**B. Meeting Evaluation**

**C.**

## Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,

James Rogers

James Rogers made a motion to adjourn.

Peter Cheney seconded the motion.

The board **VOTED** to approve the motion.

## Roll Call

James Rogers	Aye
NDack Toure	Aye
Rodolphe Herve	Aye
Peter Cohen	Aye
Jessica Gelb	Aye
Jessica Xiarhos	Aye
William Rockwell	Abstain
Paul Baker	Absent
Peter Cheney	Aye
Ian Hunt	Aye
Artie Sullivan	Aye
Richard Doron	Aye

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## Documents used during the meeting

- DRAFT MCCPS MASTER CALENDAR 2021-2025.pdf
- HOS Report to Board of Trustees 7\_27\_21.pdf
- MCCPS Org Chart 2021.pdf
- Improve Communication with board and parents.docx
- MCCPS Annual Report 2020-21.pdf
- FinCom\_notes\_June\_v2.0.pdf
- Jun-2021.pdf